

Nebraska Commission on Problem Gambling

Minutes of the meeting held on May 16, 2014

700 S 16th St., Lincoln NE 68508

Commissioners present for roll call: Chairman Ed Hoffman, Co-Secretary Mark Canada, Co-Secretary Janell Holt, Susan Lutz, Mathew Anselmo, Marla Bruder, Terry Scoville

Commissioners absent: Vice-Chair Teri Teutsch, Paul Leckband

Welcome & Introduction. Ed Hoffman called the meeting to order at 9:10. Commission roll call was taken.

The agenda which included notice of public meeting was publicly posted at the meeting location and posted in advance on the Dept of Revenue website.

Item 1. Review & Approval of Agenda:

Ed Hoffman reviewed the agenda items. The agenda was provided to the commissioners prior to the meeting date; no changes were made and the agenda was approved as posted.

Item 2. Hiring Director David Geier:

Action - Ed Hoffman made the motion, seconded by Mark Canada to approve hiring David Geier as executive director of the Nebraska Commission on Problem Gambling (NCPG) at a wage of \$64,342.00, increasing to \$65,950.00 as of July 1, 2014, plus benefits. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 3. Lease of Space in Ferguson House:

David Geier presented a copy of the lease document (Attachment A).

Action - Ed Hoffman made the motion, seconded by Janell Holt, to approve the Ferguson House lease for NCPG office space at the monthly rate of \$525/month. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 4. Purchase of Office Furniture:

Action - Ed Hoffman made the motion, seconded by Mark Canada, to approve the purchase of furniture for the NCPG office. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 5. Upgrade of Computer/Internet System:

Action - Ed Hoffman made the motion, seconded by Janell Holt, to approve the upgrade to the computer and internet system for the NCPG office for a cost not to exceed \$2,000. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 6 – Presentation and discussion of current financial status of the program:

David Geier discussed the status of finances for NCPG. He provided a copy of current and future cash projections (Attachment B) and a fund summary provided by DAS (Attachment C).

Hoffman requested that Geier provide the fund summary to the commissioners at each meeting.

Item 7 – Contract with Rhonda Spence for database development:

David Geier presented a contract document (Attachment D) between NCPG and Rhonda Spence dba Spence Counseling Center for the purpose of developing a data collection system and creation of an operating manual at a cost of \$55.00 per hour up to \$5,000 maximum. Ed Hoffman asked Spence to provide a power point presentation at the next meeting, showing an overview of the data collection system. Hoffman asked Geier to make this an agenda item for the next meeting. Hoffman asked Spence to provide a list of all the features of the data collection program that she presented at the meeting.

Action: Terry Scoville made the motion, seconded by Janell Holt, to approve the contract between the Nebraska Commission on Problem Gambling and Rhonda Spence. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Geier informed the commissioners that, after the data collection system is supplied to the providers, they will have a very short time to download their client information into the system. Some will need to hire outside assistance. The providers are requesting an additional payment of \$25 per client record to enter the information into the database. Hoffman requested that this item be discussed later in the meeting.

Hoffman announced a break at 10:15 am. The meeting resumed at 10:30 am.

Item 8 – Contract with Juan Paulo Ramirez:

David Geier presented a proposal from Juan Paulo Ramirez for data services for FY15 for \$38,000 (Attachment E).

Action: Susan Lutz made the motion, seconded by Matthew Anselmo, to approve the proposal for services for FY15 beginning July 1, 2014. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item. 9 Amendments to current year provider contracts to increase contract amounts:

David Geier presented a list of contract increases (Attachment F). The line item increase to Spence Counseling's contract was changed from \$15,000 to \$55,000, for a contract total of \$170,000.

There was discussion of the increased client load and providing services to clients where there was no provider located. Ed Hoffman said discussion of tele-counseling needs to be added to the next meeting agenda.

Hoffman suggested adding another agenda item for the next meeting on developing a teen education program. He recommended creating a subcommittee to create a set of materials that everyone can use for teen education. Hoffman asked for subcommittee member volunteers. Janelle Holt, Ed Hoffman, Dave Geier, Deb Hammond agreed to serve on the subcommittee. Susan Lutz recommended Paul Leckband and Harlan Vogel volunteered Keelia Guivera. Leckband and Guivera were added to the subcommittee.

Hoffman requested that Geier add the agenda item of buying a lap top and software for the director for the next meeting.

Action: Ed Hoffman made the motion, seconded by Marla Bruder, to approve the amendments to the provider contracts as provided in the handout; Choices increased by \$150,000; Hampton increased by \$10,000; Swanson increased by \$19,500; Sullivan increased by \$6,000; Spence increased by \$55,000; Peace and Power increased by \$13,500; for a total increase of \$254,000. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Break for lunch at 12:10 pm. The meeting resumed at 12:45 pm.

Item 7 continued -

Action: Ed Hoffman made the motion, seconded by Janell Holt, to amend the provider contracts to include a one-time payment of \$25 per client file for the purpose of data entry to enhance the software that is being developed. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 10 – Helpline contract for FY15 beginning July 1, 2014:

David Geier presented a budget from the Nebraska Council on Compulsive Gambling (NCCG) for helpline services (Attachment G). Geier mentioned that the commission can approve the contract without an RFP process because it is made with a direct provider of behavioral health services to an individual. There was much discussion about the contract amount. Mark Anselmo stated that, because of a timing issue, the contract can be approved now and if found that the amount is not sufficient, NCCG could request an increase at a later date.

Action: Ed Hoffman made the motion, seconded by Mark Anselmo, to approve the contract with NCCG for direct behavioral health services for FY15 beginning July 1, 2014, in the amount of \$117,325. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Item 11 - Counseling Provider Contracts to begin July 1, 2014, including dollar amounts:

David Geier submitted a list (Attachment H) of current providers, current contract amounts, and next fiscal year proposed contract amounts and also the NCCG helpline contract amount.

Action: Mark Anselmo made the motion, seconded by Marla Bruder, to approved the amount of the contract dollars per the document submitted by David Geier. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Geier stated that the current provider contracts contain rates of service. Geier recommended that those rates remain the same. The current rates are 70% client services, 20% for prevention services, 10% for administration. There was discussion on the percentage level allowed for client service costs and prevention.

All the commissioners agreed to keep 10% for administrative costs. There was discussion on allowing 90% for treatment and that prevention services are required. Susan Lutz requested a quarterly report that shows how the 90% is used – it was agreed to provide that report.

Action: Ed Hoffman made the motion, seconded by Janell Holt, with regard to item 11 that the providers' contracts beginning July 1, 2014, would include a provision that 10% of the contract amount be used for administrative costs and up to 90% to be spent on treatment, and prevention work is required. Roll call: voting yes – Hoffman, Canada, Holt, Lutz. Voting no - Scoville, Anselmo and Bruder. The motion did not passed.

Mark Canada made the motion, seconded by Janell Holt, to stipulate in the providers contracts that 10% of the total contract amount be used for administrative costs, divided into 12 equal monthly payments, and a mandatory minimum of 10% of the contract amount be used for prevention over the twelve month period of the contract. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Hoffman announced a break at 2:05 pm. The meeting resumed at 2:15 pm.

Item 12 – Discussion of contents of the provider manual:

David Geier said there was no clear definition of what is included in education and outreach. It was suggested to have a workshop to talk about requirements for those activities and not continue discussion on Item 12 at this time – this was mutually agreed.

Item 13 – Training & Certification Programs:

David Geier stated that NCCG and Bellevue have not completed creating the core training program as per contract. Advanced trainings are being provided. After discussion with contracting officials at DAS Materiel Division, he found that it was permissible to extend and amend the contract, so Geier recommended that the contract be extended and amended to include a payment plan and end date.

Action: Ed Hoffman made the motion, seconded by Mark Anselmo, with regard to Agenda Item 10, the NCCG contract will be amended with regard to workforce development with the understanding that classes will be provided online and payment amounts to NCCG will not be made until the classes are made available online, and the contract shall be extended to December 31, 2014, unless completed before that date. Roll call: voting yes – Hoffman, Canada, Holt, Lutz, Scoville, Anselmo and Bruder. The motion passed.

Items 14-18 – David Geier gave a summary of discussion items. Concerning the next fiscal budget, Ed Hoffman asked Geier to provide a draft budget to the commissioners by email to preview.

The next NCPG meeting date was set for August 8, 2014.

The meeting was adjourned at 3:10 pm.